

Attachment 3

FY 2009-10 to FY 2011-12 FTA Section 5307 and 5309 FG Program Call for Projects

Project Template Instructions

The project template includes three tabs – one for each year of the three-year program. Please complete each tab for which you are requesting TCP funding. Information for all requested regular capital projects and projects funded by the 10% flexible set-aside and the Preventive Maintenance Reserve should be entered. Projects funded by the 10% ADA set-aside do not need to be entered in the project template. ADA set-asides will be programmed to each operator's ADA operating project in the programming process.

Please enter all information in the unshaded columns for each requested project. The amounts in the columns shaded yellow are calculated for you, and do not need to be entered.

Operator: Please copy the name of your agency to all lines with projects.

Type – F, P or C: Enter “F” if the proposed project is to be funded from your agency's 10% flexible set-aside for FY 2009-10. Do not propose flexible set-aside projects for FY 2010-11 or FTY 2011-12 – these will be programmed at a later date. Enter “P” if the proposed project is to be funded from your agency's share of the \$50 million Preventive Maintenance Reserve (in any of the three years). Enter “C” (for regular capital) for all other projects. If you are proposing to spend TCP funds from more than one source on a project - flexible set-aside, Preventive Maintenance Reserve and/or regular capital, please enter the project information and amounts on separate lines, labeled “F”, “P” or “C” as appropriate. The total amount of federal funding requested for flexible set-aside projects should not exceed your agency's total share of flexible set-aside for each year of the three-year program (see Attachment 10). The total amount of federal funding requested for Preventive Maintenance Reserve projects over the three years should not exceed your agency's total share of Preventive Maintenance Reserve (see Attachment 11).

TIP ID: If the project is already in the TIP, please enter the TIP ID number, e.g. ALA01003. If the project is not already in the TIP, please enter “New.”

Project Title: Please enter a short title for the project, up to 40 characters long. If the project is already in the TIP, please use the same title as is used in the TIP.

Project Description: Please enter a longer description of the project. The description should be sufficiently detailed to demonstrate that the project meets the screening criteria and to assign a TCP score (see Attachment 8). For fleet replacement requests, project descriptions should include the number, type (over-the-road coach, standard bus, paratransit van, etc.), length, fuel type (diesel, gas, CNG, or hybrid), year and

manufacturer of the vehicles being replaced. If any of these elements differ for the requested replacement vehicles, please specify the replacement vehicles as well.

Date of SRTP: Please enter the date of your agency's most recent Short-Range Transit Plan which includes in the requested project. If the project is not in your SRTP, please provide an explanation.

Regional Transit Capital Inventory Asset Class: If the project would replace or rehabilitate a capital asset that was included in your agency's capital asset inventory submitted for the Transportation 2035 RTP update, please enter the appropriate asset description from the Regional Transit Capital Inventory asset classification system. A list of the RTCI asset classes is included in Attachment 4. The Seating Capacity field is for revenue vehicles only. The Quantity field refers to the quantity you reported in your capital asset inventory, which may differ from the quantity being requested in the project (see Project Quantity below). This data is being requested for information and comparison purposes only.

TCP Score: Please enter the relevant TCP score (see Attachment 8). If you are not sure of the correct scoring category for your project, leave the score blank.

Project Quantity: Please enter the quantity of assets being purchased, e.g., the number of buses being procured. The quantity may differ from the total quantity reported in your asset inventory (see Regional Transit Capital Inventory Asset Class above). If you are procuring more than one type of vehicle as part of the project, please enter the quantity of each type on a separate line. For construction projects that cannot be divided into identical discrete units, such as track rehab or dredging, enter a quantity of 1.

Unit Cost – Federal: Enter the amount the amount of federal funding requested per unit, e.g., the federal share of the price for each bus. If the project is for procuring revenue buses or vans, this amount cannot exceed the amount specified for that vehicle type in the regional bus-van pricelist (see Attachment 6). If you are procuring more than one type of vehicle as part of the project, please enter the federal share for each type on a separate line. For all other projects, the federal amount should not exceed 80% of the total amount. For projects subject to project caps (see Attachment 7 and the instructions for FG Cap Amount below), the amount should reflect the total cost before applying the cap. Project caps will be applied by MTC staff in the programming process.

Unit Cost – Local: Enter the amount of the local matching funds (including AB 664) per unit, e.g., the local share of the price for each bus. If you are procuring more than one type of vehicle as part of the project, please enter the local share for each type on a separate line. For all other projects, the local amount should be at least 20% of the total amount. For projects subject to project caps (see Attachment 7), the amount should reflect the total cost before applying the cap. Project caps will be applied by MTC staff in the programming process.

Unit Cost – Total, Total Cost – Federal, Local and Total, Federal/Local Split: These amounts are calculated for you based on the quantity and federal/local unit costs, and do not need to be entered. The Federal/Local Split columns should be checked to make sure you have entered the correct federal and matching amounts. For bus and van procurements, the split should match the split for the appropriate vehicle type on the bus-van pricelist (see Attachment 6). For all other projects, the federal share should be no more than 80%.

FG Cap Amount: For projects subject to fixed guideway project caps (see Attachment 7), please enter the amount of your agency’s annual fixed guideway cap that you are applying to this project. The total of the amounts in this column should equal your cap amount in each year, unless you are requesting to advance caps from future years. If you are requesting to advance caps, please provide an explanation and justification in a cover memo with your application. Projects in the following categories must be funded within the fixed guideway cap:

- Track/Guideway Replacement/Rehabilitation
- Traction Power Delivery
- Train Control/Signaling
- Dredging
- Ferry Fixed Guideway Connectors
- Ferry Major Component Replacement
- Ferry Propulsion Replacement
- Cable Car Infrastructure
- Wayside Fare Collection Equipment

Local Match Source: Enter AB 664 if you are requesting AB 664 matching funds for this project. Please also enter a second local funding source to be used if AB 664 funds are insufficient to fully match the project, e.g. “AB 664, TDA.”